

The background of the page is a faded, light blue image of the Wisconsin State Capitol building, showing its iconic dome and classical architectural details. At the top of the page, there is a decorative red and white wavy banner.

Wisconsin Office of Justice Assistance
1 S. Pinckney Street, Suite 600
Madison, WI 53702

Jim Doyle
Governor

David Steingraber
Executive Director

Justice System Improvement
Assess, Inform and Measure (AIM)
Milwaukee County 2009

Grant Announcement

**Applications must be submitted through
Egrants on or before March 17, 2009**



Important Contact Information for this Grant Opportunity:

Program/Policy: Ray Luick (608) 266-7282 or
ray.luick@wisconsin.gov

Budget/Fiscal: Matt Raymer (608) 261-4374 or
matt.raymer@wisconsin.gov

Egrants Assistance: Weekdays, 8am – 4:30pm
Email: OJAEgrants@wi.gov
Local calls: (608) 267-9068
Toll free: (888) 894-6607

The Egrants Application Guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the Apply for a Grant page of our website: www.oja.wi.gov.

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

Grant Announcement Summary

Program Area: Justice System Improvement

Grant Title: Assess, Inform and Measure (AIM) – Milwaukee County 2009

Description: This fund announcement will provide a grant of up to \$313,000 to a single entity in Milwaukee County to design, implement and operate the Assess, Inform and Measure (AIM) pilot project. AIM is a model program based on specific design elements intended to improve the quality and scope of information provided to the court, including: risk assessment, needs assessment, criminogenic needs, responsivity assessment, and the availability of community-based treatment programs that address the assessed needs and reduce risk to the community. The AIM concept includes a feedback loop to provide constant monitoring of program effectiveness and performance of individual service providers. This program requires data collection and reporting that will allow all AIM pilot projects to report consistent and comparable data across the state.

Opportunity Category: Non-Competitive

Important Dates: Grant funds are available for expenses incurred on or after January 1, 2009

Application Due Date: March 17, 2009

Project Start Date: The grant award date will be January 1, 2009

Project End Date: December 31, 2009

Anticipated Funding Amount: One grant will be awarded for a maximum amount of \$313,000

Match/Cost Sharing Requirement: None

Eligibility: Milwaukee County is the only eligible applicant for these funds.

Eligible Expenses: All expenses must be new and cannot replace existing government funding. Funding may be used for personnel (salary and fringe benefits), contract services (to include direct staff services, evaluation and programming costs), travel/training, supplies and operating expenses.

Assess, Inform and Measure (AIM) Milwaukee County (2009)

The Wisconsin Office of Justice Assistance (OJA) provides financial and technical assistance to public safety, first response and emergency management agencies throughout the state. As the State Administering Agency for state and federal criminal justice and homeland security grant funds, OJA is responsible for establishing funding priorities, developing application criteria, awarding and disseminating grants, and assessing project achievements. This grant announcement provides information about a specific grant opportunity and instructions to help those eligible apply for a share of the available funds.

Program Description

Through this grant announcement, OJA will fund a pilot project designed to demonstrate the effectiveness of the Assess, Inform and Measure (AIM) concept in Milwaukee County. In the fall of 2006, five counties agreed to implement AIM as pilot sites with activities to begin in early 2007. The following is an overview of the program and its critical elements.

The goal of AIM is to provide the circuit court with a valid risk, needs and community intervention assessment prior to sentencing and to create an assessment protocol to measure the impact of decisions made using the data in terms of offender recidivism and improved public safety.

The Milwaukee County pilot will establish an offender assessment program to provide the court, prior to sentencing, with reliable and accurate information about offender risk to the community, the individual's criminogenic and responsivity needs, and the availability of appropriate community-based treatment programs that will effectively address the individual's treatment needs while managing risk to the community. Specific activities to be completed include:

- Use of selection criteria for determining target populations eligible for participation in the pilot.
- Maintenance of a case identification and referral process and related procedures to involve the Judiciary, District Attorney's office, Public Defender's office and others as determined appropriate.
- Selection and use of validated risk and needs assessment methodologies that will provide the court with timely and reliable information.
- Implementation of a comprehensive assessment report that is easily understood and succinct.
- Designation of qualified staff to complete specialized competency-based training, ensuring the accurate completion of assessment reports.
- Use of policies and procedures that are consistent with state law and established court rules.
- Development of policies and implementation of methods to:
 - Obtain continuous feedback and comments from judges to evaluate the value and usefulness of assessment information and make program changes to ensure accuracy and effectiveness of the assessment process.
 - Collect feedback from involved community providers, corrections officials, probation and parole and other sources to document and track community-based treatment and supervision interventions and measure outcomes related to recidivism.
- Collection of baseline recidivism data regarding cases involving probation and reconviction of a new crime within three years. Collection period will include cases adjudicated January 1, 1980 through December 31, 2003. The applicant agency may propose an alternative to these specific dates.

- Collaborate with existing AIM pilot sites to collect data for regular reporting and program evaluation purposes.
- Comply with existing data collection standards already established by existing AIM programs.

Award Information

Project funding will be provided from the state of Wisconsin under the provisions of 2007 Wisconsin Act 20. There is no financial matching requirement and grant funds will be administered as a reimbursement of actual expenditures. Although there is currently no continuing (multi-year) funding for this program, it is hoped that grant requests will demonstrate how this one-time grant will enhance their abilities into the future.

Submit Applications Using Egrants

Applications must be submitted through the OJA Egrants online grants management system. If you have never used Egrants before, you will need to register online at www.oja.wi.gov to receive access to the system. This can take several business days so please register at least 3 business days before the application due date.

Once your Egrants account has been approved, you may begin your online grant application. An Egrants Application Guide is posted on the OJA website (Apply for a Grant page). If you have any problems using Egrants, please contact our help desk at OJAEgrants@wi.gov or call us at (608) 267-9068 or toll free at (888) 894-6607 any weekday between 8am and 4:30pm.

Application Components

Through Egrants, you will provide OJA with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Ray Luick at (608) 266-7282 or at ray.luick@wi.gov. The electronic grants program permits cutting and pasting from other electronic documents and many sections within the application permit adding attachments to this document. The applicant is encouraged to use portions of Milwaukee County's AIM Pilot Proposal submitted to OJA in May 2008.

1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check the online help area and the '?' buttons next to the data fields. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

2. Budget Detail

Provide detailed descriptions of the project costs. Calculations of costs should be included. It is important that you include specific details within each budget category.

Personnel: Provide salary information for non-contractual employees that will be funded through this grant, including overtime. List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Employee Benefits: Employee benefits for grant-funded personnel include FICA, Unemployment Compensation, Health Insurance, etc. and amounts budgeted should be based on actual known costs or an established formula. Employee benefits are for the personnel listed in the budget and only for the percentage of time devoted to the project. Employee benefits on overtime hours are limited to FICA, Workers' Compensation, and Unemployment Compensation.

Travel/Training: Any travel and/or training costs associated with the funded project. Examples: Mileage Reimbursement, Lodging, Airfare, Meals. Please note: All reimbursements will be made at current state-established rates.

Equipment: Tangible non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

Supplies and Other Operating Expenses: Consumables such as paper, stationary, postage, software and equipment with an acquisition cost of less than \$5,000 per unit.

Consultants/Contractual: Consultants are individuals who provide professional advice or services. Contracts are entered into by recipients. With the exception of a few justified sole source situations, contracts must be awarded via competitive processes. Examples: Consultant, Trainer

3. Approval Checklist

Answer Yes or No to each question.

4. Performance Measures

No performance measures are required at the time of application. Please open this section and change the page status to Complete; then save the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

5. Project Narrative

Describe your program or project in detail, including what objectives would be accomplished being sure to address all of the items identified in the Program Description of this announcement. Describe how the program will be implemented and all reporting requirements accomplished. Relate any potential benefits including cost savings, decrease in crime activity, or other relevant outcomes anticipated.

6. Organizational Structure and Resources

Please identify those elements of the local justice system that will be included or otherwise participate in the pilot project and the communication and reporting systems and procedures that will be established to organize, supervise and manage the activities of the various participants.

7. Design and Implementation Strategy

Describe the steps needed to implement this plan to address the problem or issue.

8. Evaluation

Please describe how this project will evaluate local outcomes as well as integrate Milwaukee County outcomes into the overall effort to evaluate AIM projects statewide.

Application Review and Award Criteria

An application must be submitted by March 17, 2009. The proposal will be reviewed internally for consistency with the Program Description and a recommendation submitted to the OJA Executive

Director for further review and comment. Approval by the Executive Director will result in the preparation of grant award documents and the issuance of the grant award.

Additional Resources

- Office of Justice Assistance website: <http://www.oja.wi.gov>
- A helpful [Egrants User Guide](#) is posted on the Apply for a Grant page of the OJA website. It includes registration through grant award instructions.
- Online Help is available in many areas of the Egrants program – watch for the Help Buttons.
- Egrants Helpdesk is staffed on non-holiday weekdays between 8AM and 4:30PM.

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